

Association of State and Provincial Psychology Boards (ASPPB)

DANTES Test Centers' Authorization

The Association of State and Provincial Psychology Boards (ASPPB), through its member boards, authorizes military installations overseas with DANTES Test Centers to administer the Examination for Professional Practice in Psychology (EPPP). In order to test, candidates must notify the state or provincial board to which they have applied for certification or testing. Only candidates approved by a state or provincial board are allowed to take the EPPP.

Background

ASPPB (formerly known as American Association of State Psychology Boards) was organized in 1961.

Primary Function

ASPPB assists member psychology boards by

- Developing, using, and integrating credentialing and training models
- Providing information and guidance regarding
 - Ethics and Discipline
 - Regulatory and professional legislative issues
 - Mutual recognition of standards, and
 - Professional relations

State/Provincial Member Board Approval

While ASPPB creates the EPPP in conjunction with its test contractor, Professional Examination Services (PES) located in New York City, permission to take the EPPP is predicated upon proper:

- application to, and
- approval from an ASPPB member board.

Program Materials and Assistance

Materials

ASPPB does not produce a study guide or endorse a preparatory course.

Obtain an *Information for Candidates* brochure through an ASPPB member board to which the applicant chooses to apply.

NOTE: ASPPB sells a booklet composed of approximately 350 items and an answer key for \$75. (This booklet is not a “sample test” and does not substitute for study or other preparation.)

Assistance

The ASPPB member board (chosen by the applicant) will address questions concerning the examination program in the following areas:

- application fees
 - educational or experience requirements, or
 - any other matter directly related to the licensing process
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Licensing/Certification Criteria

ASPPB Member Jurisdiction

An applicant must:

- apply to, and
- be approved by an ASPPB member board jurisdiction

NOTE: Application forms are obtained from the ASPPB member board jurisdiction.

Criteria

The criteria for licensing/certification varies by jurisdiction; however, it typically includes:

- a doctoral degree in psychology from a regionally-accredited school or college, and
- some period, typically 1 or 2 years, of supervised experience

NOTE: An applicant must meet the licensing/certification criteria in the jurisdiction to which the applicant applies.

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Licensing/Certification Criteria, Continued

Verification of Eligibility	The jurisdiction sends verification of the applicant's eligibility to test and the TCO's letter to PES.
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Ordering EPPP

Jurisdiction Orders	The candidate's jurisdiction will order the examination from PES to be administered at the chosen DANTES Test Center. Evidence must clearly show the applicant is physically residing outside the United States and Canada.
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PES Arranges Test Date	<p>PES makes the necessary arrangement with DANTES Test Centers in advance of the scheduled test date once:</p> <ul style="list-style-type: none">• approval from the jurisdiction is received, and• PES has been notified of applicant's approval to take the EPPP. <p>NOTE: Examination administration instructions are provided to the TCO.</p>
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Caution to Applicants on Deadlines	Applicants should be extremely aware of time deadlines established by boards to which they apply and should keep in mind the delays caused by overseas mail.
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Fees

Fees	APPLICATION and EXAMINATION FEES are the sole province of each ASPPB member jurisdiction and vary widely.
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Fees, Continued

Payment Form	<p>The sole province of each ASPPB member jurisdiction determines how fees are paid:</p> <ul style="list-style-type: none">• personal check• money order• cashier's check, or• certified check, and• time, prepaid fees, payment at testing, etc.
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Administration

Dates	<p>The EPPP is administered twice a year. The examination is typically given in April and October. The known future administration dates are:</p>
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EPPP Examination Schedule	
12 April 2000	11 October 2000
18 April 2001	17 October 2001

Authorization Letter/I.D.	<p>Before being admitted into the test room, candidates must present:</p> <ul style="list-style-type: none">• a letter of authorization from an ASPPB member jurisdiction, and• a picture-bearing identification card
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Military Administration	<p>ADMINISTER THE EPPP TO ELIGIBLE ACTIVE DUTY MILITARY AND RESERVE COMPONENT PERSONNEL ON AN UNFUNDED (EXAMINEE PAYS) BASIS UNLESS OTHER EXISTING MILITARY REGULATIONS PROVIDE OTHERWISE.</p>
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Administration, Continued

Civilian Administration

DANTES Test Centers may administer the EPPP to the following civilians on an **UNFUNDED (EXAMINEE PAYS) AND SPACE-AVAILABLE BASIS** according to local command policy and Service regulations:

- retired military personnel
 - military family members
 - veterans, and
 - U.S. federal employees
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Scoring

Return Examinations

All completed EPPPs must be returned to PES in the manner prescribed in Part I of this *Handbook*.

Passing Determination

While the applicant's examination will be scored by PES, the:

- passing* point is determined by the jurisdiction approving the applicant

NOTE: *Notification of a passing score will only be obtained from the jurisdiction approving the applicant.

Refunds

Missed Scheduled Administration

If the examinee **does not** take the examination on the specified date, it **will not** be rescheduled and the applicant must wait until the next specified examination date to take the examination.

Refunds

Fees **will not** automatically be refunded or credited.

NOTE: An additional fee may be required as well as another completed application to reschedule an administration.

Retesting

Retesting	An applicant who fails may retest upon the approval of the jurisdiction that approved the initial examination. NOTE: Another application may be required to schedule the retest.
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Initial Licensure/Certification

Initial License	The granting of a license to practice psychology, or in some jurisdictions to function as a psychological assistant, is entirely in the hands of the board members in the jurisdiction in which application has been made. Neither ASPPB nor PES has any input into or control over the decision-making process.
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Certification Maintenance

Requirements	Requirements relating to maintaining a license or certificate differ from jurisdiction to jurisdiction. Once licensed or certified, an applicant should endeavor to stay abreast of the requirements peculiar to the jurisdiction in which he or she practices.
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Problems

Problems	If applications, descriptive information, examinations, examination scores, or certification are not received in a timely manner, inquire directly to the jurisdiction to which the applicant applied NOT to DANTES, PES, or ASPPB.
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Security

Test Loss or Compromise

Refer to Part I of the *DANTES Examination Program Handbook (DEPH)* for complete procedures. DANTES address is:

DANTES	Phone: (850) 452-1360
Code 20F	DSN: 922-1360
6490 Saufley Field Road	Fax: (850) 452-1161
Pensacola, FL 32509-5243	

Web Pages

DANTES Web Address

Access the DANTES web pages at <http://www.dantes.doded.mil>.

ASPPB Web Address

The ASPPB web site is <http://www.asppb.org/>.

DANTES E-mail

The DANTES Certification Program E-mail address is certprog@voled.doded.mil.
